

**City of West Linn**  
**PRE-APPLICATION CONFERENCE MEETING**  
**SUMMARY NOTES**  
**January 21, 2016**

**SUBJECT:** Application for a 46 lot subdivision, Planned Unit Development (PUD) and a Water Resource Area (WRA) permit at 1270 Rosemont Road.

**FILE:** PA-16-01

**ATTENDEES:** Applicants: Mark Handris, Darren Gusdorf, Rick Givens, Bruce Goldson  
Staff: Peter Spir (Planning), Khoi Le (Engineering)  
Public: Noel Dahlby, Tom Rattle, Roberta Schwarz, Joan Kraig, W.T. Briscoe and Scott Sander

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*The following is a summary of the meeting discussion provided to you from staff meeting notes. Additional information may be provided to address any "follow-up" items identified during the meeting. These comments are PRELIMINARY in nature. Please contact the Planning Department with any questions regarding approval criteria, submittal requirements, or any other planning-related items. Please note disclaimer statement below.*

**SITE INFORMATION:**

**Site Address:** 1270 Rosemont Road (21E26A tax lot 1100)

**Site Area:** 475,595 square feet / 10.92 acres

**Neighborhood:** Parker Crest NA (Hidden Springs/Rosemont Summit NA and Savanna Oaks NA within 500 feet.)

**Comp. Plan:** Low density residential

**Zoning:** R-10 (Single Family Residential Attached and Detached/Duplex / 10,000 square foot minimum lot size for detached homes)

**Applicable code:** CDC Chapter 32: Water Resource Area (WRA) permit  
CDC Chapter 85: Land Division  
CDC Chapter 24: PUD  
CDC Chapter 11: R-10

**PROJECT DETAILS:**

The site slopes downhill from north to south at an average grade of 15 percent. There are two ephemeral class streams extending from Rosemont Road southerly across the property towards Tanner Creek and an associated wetland on the southern property line. A stand of mature conifers mixed with a lesser amount of deciduous trees dominates the west edge of the site.

The proposal is to develop a 46 lot subdivision. The presence of the physical constraints listed above will likely require that the subdivision be processed as a PUD. The PUD requires the setting aside of the resource areas and, in return, allows density transfer to less constrained areas of the property. Lots are proposed in the 6,900-11,000 square foot range. Rosemont and Parker Roads will be connected via an internal street.

Engineering/TVFR Comments: Contact Khoi Le at [kle@westlinnoregon.gov](mailto:kle@westlinnoregon.gov) for Engineering comments and Ty Darby at [tdarby@tvfr.com](mailto:tdarby@tvfr.com) for TVFR comments.

### **PROCESS:**

The application requires a neighborhood meeting per CDC 99.038. Please follow those requirements very carefully. The host neighborhood association is the Parker Crest Neighborhood Association ([ParkerCrestNA@westlinnoregon.gov](mailto:ParkerCrestNA@westlinnoregon.gov)) since the site is completely within their boundary. The other neighborhood associations within 500 feet that need to be noticed of the meeting are the Savanna Oaks Neighborhood Association at [SavannaoaksNA@westlinnoregon.gov](mailto:SavannaoaksNA@westlinnoregon.gov) and the Hidden Springs-Rosemont Summit Neighborhood Association, at [Hidden SpringsNA@westlinnoregon.gov](mailto:HiddenSpringsNA@westlinnoregon.gov).

Land use applications include subdivision (Chapter 85), PUD (Chapter 24) and a WRA permit (Chapter 32). Staff recommends the Alternate Review Process (32.070 and 32.080) for the WRA permit. The CDC is online at <http://westlinnoregon.gov/cdc>.

Required specialist studies include an arborist's tree inventory, wetland and stream delineation, geotechnical (including drainage) and a traffic study.

N/A is not an acceptable response to the approval criteria. The submittal requirements may be waived, but the applicant must first identify the specific submittal requirement and request, in letter form, that it be waived by the Planning Manager and must identify the specific grounds for that waiver. The waiver may or may not be granted by the Planning Director. Waivers may also be subsequently overruled by the decision making body.

Submit the application to the Planning Department with an application form signed by the property owner. The deposit for a subdivision is \$4,200 plus \$200 per lot. The final plat fee is \$2,000. There is also a \$500 fee for final site inspection. The deposit for a WRA is \$2,600 and an inspection fee of \$250. A PUD has a deposit fee of \$4,200 plus \$400 per acre.

Once the application and deposit/fee are submitted, the City has 30 days to determine if the application is complete or not. If the application is not complete, the applicant has 180 days to make it complete or provide written notice to staff that no other information will be provided. Once the submittal is deemed complete, staff will provide notice per CDC Chapter 99 and schedule a public hearing with the Planning Commission. Appeals of the Planning Commission's decision are heard by City Council.

***Typical land use applications can take 6-10 months from beginning to end.***

**DISCLAIMER:** This summary discussion covers issues identified to date. It does not imply that these are the only issues. The burden of proof is on the applicant to demonstrate that all approval criteria have been met. These notes do not constitute an endorsement of the proposed application ***or provide any assurance of potential outcomes.*** Staff responses are based on limited material presented at this pre-application meeting. New issues, requirements, etc. could emerge as the application is developed. ***A new pre-application conference would have to be scheduled after 18 months and these notes would no longer be valid. Any changes to the CDC standards may require a different design or submittal.***